



ACTION BY: Field Office Managers

Form FGIS-930, AMA Output Report

I. PURPOSE

This Instruction provides guidance to field offices on preparing and submitting the required monthly AMA Output Report, which records services and inspections performed under the Agricultural Marketing Act (AMA) of 1946.

II. PROCEDURES FOR PREPARING REPORTS

All field offices must complete the original and one copy of the form. If inspections or other services were not performed during the month, submit a negative report. Enter information in all sections of the report which apply to the preparing field office; i.e., supervision of State grading activities.

See exhibit A for specific examples of form entries.

III. DISTRIBUTION OF REPORTS

Complete the report within 5 working days after the close of the month. Mail the original to "USDA - FGIS, Resources Management Division, Program Analysis Group, Room 0642-S, 1400 Independence Avenue, SW., Washington, D.C. 20250." Retain one copy for your files. Additional forms may be obtained from the above address.

IV. PROCESSING

The Program Analysis Group will summarize the information by commodity and issue periodic reports to divisions and offices.

Ernest R. Bergeron

Ernest R. Bergeron, Acting Director
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ORIGINATING OFFICE:
PAG, Resources
Management Division

DISTRIBUTION:

A

DIRECTIVES MAINTENANCE INFORMATION: Revised to update organizational references and Exhibit and show use of revised form. Remove FGIS Instruction 929-6, Rev. 3, dated 12/24/79. File this revision. Note that form number changed from IN-263 to FGIS-930.

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AMA OUTPUT REPORT

USDA-FGIS		FIELD OFFICE LOCATION		F.O. CODE NO.		FISCAL YEAR	
AMA OUTPUT REPORT		STATE AND ZIP CODE		2		MONTH	
TYPE OF INSPECTIONS		NUMBER OF INSPECTIONS					
5		8		9		10	
SUBMITTED SAMPLES		CERTIFICATES ISSUED		CWTs		APPEALS	
6		7		Fed.		Lic.	
12		13		14		15	
GRADED COMMODITIES		16		17		18	
Dry Edible Beans							
Dry Whole Peas							
Split Peas							
Lentils							
Hay and Straw							
Brown Rice							
Rough Rice							
Milled Rice							
Other (specify):							
12		13		14		15	
NON-GRADED COMMODITIES		16		17		18	
Buckwheat							
Flour (DPSC)							
Flour (Other)							
Hops							
Processed Commodities (DPSC)							
Processed Commodities (Other)							
Rapeseed							
Sunflower Seeds							
Other (specify):							
OTHER SERVICES		13		14		15	
Aflatoxin, Blacklight							
Aflatoxin, Minicolumn							
Bulk Weighing							
Condition Only							
Falling Number							
Over-Packing							
Protein							
Sanitation							
Sedimentation							
Stowage Examination							
TCK							
Unit Loads							
Other (specify):							
TOTAL							
REMARKS							

Instructions for Form FGIS-930

- ① City and State where field office is located.
- ② Management Code number assigned to the field office.
- ③ Current fiscal year.
- ④ Month reported.
- ⑤ Number of submitted samples inspected.
- ⑥ Services performed when Federal employees issue certificates.
- ⑦ Services performed when State cooperators issue certificates or when commodities are sampled by contract licensees.
- ⑧ Number of official samples inspected.
- ⑨ Total number of hundredweights for inspections, when applicable. This does not include submitted sample inspections.
- ⑩ Number of appeal inspections performed.
- ⑪ Number of inspections supervised. This applies only to those field offices that must monitor licensed inspectors.
- ⑫ Enter total inspections for each category. NOTE: DPSC means Defense Personnel Supply Center and is used for military contracts.
- ⑬ Enter total numbers of tests performed. For export, each subplot is a test.
- ⑭ Enter total of bulk weighing services performed.
- ⑮ Enter the number of times that only a condition inspection was performed.
- ⑯ Enter the number of falling number tests performed.
- ⑰ Enter the number of over-packing inspections performed. The field office that did the over-packing enters the information.
- ⑱ Enter the number of Kjeldahl protein certificates issued. Do not report NIR protein results on this form. For export, record each subplot.
- ⑲ Enter the number of sanitation inspections performed.
- ⑳ Enter the number of sedimentation certificates issued.
- ㉑ Enter the number of AMA stowage examinations performed on export carriers; not railcars or trucks.
- ㉒ Enter the number of TCK tests performed.
- ㉓ Enter the number of unit load inspections performed. The field office that performed the inspection enters the information.
- ㉔ Enter any other type of inspection performed but not described elsewhere on the form. (i.e., TLC).
- ㉕ Enter totals.